



## MEETING MINUTES

October 28, 2014

7:30 PM

Approved

In Attendance: D. Carlson, Chair, H. Harper, Member, B. Watts, Member, M. Brown, Authority Administrator.

### Call to Order

The meeting was called to order at 7:30 PM.

### Approval of Minutes

D. Carlson noted a minor correction to be made to the minutes. H. Harper moved to approve the minutes with the correction; B. Watts seconded. It was so moved.

### Approval of Payments

After a brief discussion, B. Watts motioned for approval of the October 2014 payments as listed, seconded by H. Harper. It was so moved. A brief discussion occurred relative to the documents prepared by the Township Treasurer. H. Harper moved to accept the Balance Sheet and Revenue and Expenses Report as prepared in good faith by the Township Treasurer, seconded by B. Watts. It was so moved. D. Carlson offered some brief comments about the status with respect to budget.

### Authority Administration Reports

M. Brown reported that in general all facilities were operating well. There were several brief questions regarding the reports. M. Brown provided a status update on the connection of the home at 421 Byers Road to the sewerage system. He noted that draft budgets would be prepared for the Authority review next month. M. Brown then requested a motion for the Authority to authorize the Chairman to execute the Frame/Township/Authority Joint Agreement. He noted that he and the Chairman prior to the meeting had gone over the final draft of the agreement relative to any final comments. D. Carlson noted his approval of the agreement in its current form. B. Watts moved, seconded by H. Harper to authorize the Chairman to execute the agreement. It was so moved.

M. Brown provided a brief update of the Phase II Expansion Project and the steps taken to contact homeowners for lateral location meetings. D. Carlson reviewed what occurred at the October 8<sup>th</sup> public meeting with the homeowners noting it went very well. M. Brown then provided a brief update of the Phase II WWTF Project noting it was on schedule at present. H. Harper then moved to accept the Administrator Reports as submitted; seconded by B. Watts. It was so moved.

### Adjournment

There being no further business to be brought before the Authority, B. Watts moved, seconded by H. Harper to adjourn the meeting at 8:14 PM.

Respectfully submitted,

G. Matthew Brown, P.E., DEE  
Authority Administrator